



USA Hockey FAQs for the UWHL

How many coaches can we put on a roster?

You can roster as many coaches as you wish, but only 4 Team Officials can be on the bench for covered events. Also, note that Coaches can be added to your roster at any time during the season (not restricted by the December UWHL roster deadline).

Can we have the same coaches rostered on different teams within our same organization, for example on our "White D1" and "Blue" teams both?

Yes. They must appear on the roster for each team, however, to be on the bench for covered events.

What does USAH mean by a "covered event" mean - Is that what we call a "game"?

A 'covered event' is simple. It involves one team playing against another team. All players on that team must be registered with USAH and rostered on that team. Once a player skates with a different team; now that new team has to register.

Can players from other teams within our organization (for example, "Blue" team players) be on the bench during another team's games (for example, "Red" team games) to open doors, help coach, etc.?

No. Not unless they are also registered with USAH as a Coach and rostered on the "Red" team as a Coach, or in USAH language, a "Team Official". "A Team Official" is any person on the players' bench who is not on the game scoresheet as an eligible player or goalkeeper. All such persons must be registered in the current season as a Coach with USA Hockey, and must have attained the appropriate certification level as required by the District and/or Affiliate. One such person must be designated as the Head Coach, and there are a maximum of 4 Team Officials on the bench during a game.

Can injured players who are on the team roster be on the bench during their team's games to open doors, help coach, etc.?

A player or goalkeeper on the roster who is unable to play, other than because of a suspension, may be on the players' bench without being considered a Team Official if he is wearing the team jersey and all required head and face protective equipment. They do not have rights/privileges of a Coach, however (i.e. should not address referees).

How can we insure that our game is fully covered for USAH insurance, in case someone is injured on the ice during the game?

Regarding insurance, the answer is quite simple. All players on the ice, from both teams, must be USAH members and rostered on only one team. All coaches on the ice/bench must be registered as Coaches. If that coach is also a player or referee, they must still register with USAH as a Coach.

Does the USAH insurance also cover other people helping out during the game?

Our insurance also covers volunteers to work the penalty box, scorekeeper, timekeepers, etc. You refer to these as helpers. However, once they go on the bench, they must be registered as a Coach.

How do I prepare the initial team roster for the beginning of the season?

Rosters begin with the team players registering with USAH. This must be done on an annual basis, and upon registration the player will be given a confirmation number unique to them. These registration numbers should either be "claimed" through the use of USAH's CyberSport software, or in some cases the team's rink completes this part of the process. In either case, an

electronic roster file is created, which then is sent to the USAH Atlantic District Registrar (for 2012-2013, this is Tony Montagna, tony.montagna@verizon.net) for an official verification and signature. This signed roster is sent along to the UWHL Secretary to be officially recorded.

How do I remove a player from a roster?

If you use the USAH CyberSport software, edit your team, then select the player to delete. If your rink handles your rosters, notify them directly. You must then notify the UWHL Secretary that you are officially releasing this player from your team in order for them to be eligible to be rostered with another UWHL team.

How do I add a player to a supplemental roster?

Once your initial roster is submitted, all other player additions happen on a “supplemental roster”. Again, you do this through CyberSport, or directly with your rink. For players to be eligible to play in weekend games (roster additions), a signed USA Hockey roster is not being required prior to the game, so long as the unsigned roster is submitted to the USAH Registrar and the UWHL Board, in the timeline outlined in the UWHL By-Laws (Thursday prior to the game). The unsigned roster provides the players' USA Hockey #'s, which is proof that they are registered. The Registrar will supply a signed copy of the roster at his/her availability, which then needs to be provided to the UWHL Secretary for confirmation.

What should I do if I need a substitute goalie for a game?

Refer to the separate “UWHL Goalie Substitution Policy”.

What USAH level should a referee be to officiate a UWHL game?

USA Hockey typically requires at least a Level 3 referee for any adult game. If you have questions regarding qualifications of assigned referees, you should first contact your referee assignor at the individual rinks to discuss any questions or concerns.

What about non-US citizens, can they register and play with USA Hockey and the UWHL?

Effective with the 2014-2015 season, USAH has changed its rules regarding non-US citizen players. Canadian citizens must still complete the Player Transfer Form. Citizens of other

foreign countries do NOT need to complete the transfer process UNLESS they are participating on a National Tournament Bound team.

The UWHL does not current sponsor any National Tournament Bound teams, so the citizens of Canada only need to complete the transfer process.

If you have players on your team that are citizens of Canada (but currently reside in the US) you will need to take some extra steps in addition to adding them to your roster – they will need to be “transferred” from their native hockey association to USA Hockey. This is done through a transfer form for Canadian citizens.

Transfer forms can be found on the USA Hockey website, and once completed should be sent directly Barbara Borginis with USA Hockey at barbarab@usahockey.org and also copy the Atlantic District Registrar, Tony Montagna at tony.montagna@verizon.net.

Once you add non-citizen players to your roster, you will notice a small circle in the “C” column on your team roster. In addition, within CyberSport, you can also print a report for any players labeled as Non-Citizens. **YOU ONLY NEED TO TAKE ACTION FOR THE CANADIAN PLAYERS.**

Once these players have been added to your signed USA Hockey roster, the player(s) is approved to participate in any UWHL event prior to the transfer being completed. All transfer requests must be complete by February 1 of the current playing season.

Note that players whose addresses are listed as being in Canada or in another country will need specific approval and will not be eligible to play unless specifically cleared with USA Hockey. They should not appear on a roster until USAH gives the approval.

How do I know if a non-citizen player transfer has been approved?

Look for the "T" where the circle was in the "c" column on the initial roster. The UWHL will be asking USAH for a roster verification form to confirm that all player transfers have been completed/approved prior to the UWHL Playoffs. Ultimately is the team's responsibility to ensure the transfer has been completed. If your non-citizen players requested a permanent transfer, they will only need to complete this process once. In future seasons, the “T” will automatically appear on the team roster next to those players’ names.